

Submitted May 11, 2011

Approved As of

Date May 11, 2011

**MINUTES OF THE ROCKVILLE PLANNING COMMISSION
MEETING NO. 8-2011
Wednesday, March 30, 2011**

The City of Rockville Planning Commission convened in regular session in the Mayor and Council Chambers at 7:00 p.m., Wednesday, March 30, 2011.

PRESENT

John Tyner, Chair

Jerry Callistein

Kathleen Cook

Don Hadley

David Hill

Kate Ostell

Dion Trahan

Absent: None.

Present: Bridget Donnell Newton, Council Liaison
Mark Pierzchala, Councilmember
Susan Swift, Director of CPDS
Andrew Gunning, Assistant Director of CPDS
Marcy Waxman, Senior Assistant City Attorney
Jim Wasilak, Chief of Planning
Deane Mellander, Zoning Administrator
Tyler Tansing, Commission Secretary

DISCUSSION

Overview and Discussion of Communication Task Force Development Review recommendations | Memo | Worksession | Discussion - for a discussion with Communications Task Force, Development Review Subcommittee members regarding their report and recommendations.

Mr. Gunning began the discussion of Communications Task Force (CTF) report and recommendations. Mr. Gunning explained CTF's goal. The CTF was charged with reviewing and

evaluating the ways Rockville notifies and involves the community in news and actions generated by and disseminated through City government.

Elyse Gussow, CTF member, presented a brief synopsis of CTF's presentation to the Mayor and Council at its meeting on November 15, 2010. Ms. Gussow presented CTF's findings, based on extensive interviews. Ms. Gussow discussed recommendations specifically applicable to the Planning Commission such as involving more citizen participation in the development review process including pre-application meetings.

Noreen Bryant, CTF member, began discussion of the recommendations approved by the Mayor and Council at its meeting on November 15, 2010. She described ten recommendations discussed at the Mayor and Council November 15, 2010 meeting.

Further discussion included citizen input in the development review process; creating an Inspector General or Ombudsman to investigate the approval process; revising the special exception process; a procedure for extending speaking time for citizens; a longer pre-application process for developers to involve communities; having staff attend pre-area meetings; creating a legal defense fund for citizens; allowing citizens to engage in dispute resolution; obtaining citizen input before each Planning Commission meeting; and the notification process.

Councilmember Newton commented that the Planning Commission receives a multi-page staff reports on proposed projects with community input prior to its meetings. Therefore, staff needs to conduct an analysis of community concerns before the development process begins.

Councilmember Pierzchala stated that the text amendment already has improvement in it. He talked about College Gardens communication with the City. He also noted that CTF recommendations need to be well thought out.

REVIEW AND ACTION

Zoning Text Amendment TXT2011-00230, Mayor and Council - to address certain clarification and policy issues raised by the Mayor and Council and the Communications Task Force, including revising definitions, allowable uses and the site plan process, and Special Exception provisions in certain zones.

Mr. Mellander presented the staff report.

The Commission discussed the revisions.

Commissioner Hill moved, seconded by Commissioner Hadley to recommend to the Mayor and Council the adoption of the proposed zoning text amendment but with the exception of retaining the current Section 25.07.02 (including retention of the Level 3 site plan review category and the current point system). The motion passed unanimously.

COMMISSION ITEMS

Staff Liaison Report

Mr. Gunning reported that there will be an APFO meeting tomorrow night at 7:00 p.m. and Bruce Crispell from the school district will be attending.

Commissioner Hill commented on the previous APFO meeting.

Old Business

No Old Business

New Business

No New Business

Minutes

No Minutes

FYI Correspondence

No FYI Correspondence

ADJOURN

The Chair adjourned the meeting at 9:50 p.m.

Respectfully Submitted,

Tyler Tansing, Commission Secretary